

Easy Grants Process





How to Apply for RUS funding under the Second Round NOFA

- Application window will open February 16, 2010
 - Go to: <http://www.broadbandusa.gov>
 - Select the 'Apply' tab
 - The applicant will be directed to BroadbandUSA ApplyOnline to Log In and apply for RUS funding.
- ❖ All BIP Last Mile and Middle Mile applications must be submitted electronically.

Easy Grants Log In



- How to Access Easy Grants:
 - If you are a new user, go to: [New User? Register here.](#)
 - If you are an existing user, input your Login ID and Password.
- Before logging in:
 - Pop-ups - Please ensure that your Web browser allows pop-ups. Easy Grants uses pop-up windows to display some files.
 - Cookies - Please ensure that your browser and computer can accept cookies from this site. Easy Grants uses cookies to maintain the session information.

Application Screens



- Acknowledgement

- The applicant is asked to acknowledge that they have read the applicable rules and requirements in the NOFA governing this program.

- Contact Information

- Provide general information about the primary contact for the project.
- Applicants can also provide information about other project contacts. At least one secondary contact is required to be listed.

Organization Information









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Submit Application - BIP (Easygrants ID: 1234)

Organization Information - <Logged in User>

Instructions

Under the Organization Information section:

- 1) Enter the DUNS number for the organization applying for this grant/loan.
- 2) Click the Lookup button. Your request will be sent to CCR to retrieve data. This may take up to three (3) business days.
- 3) Review the data that has been retrieved from CCR.
- 4) Click the Confirm Organization button. This action cannot be undone.

At least one primary environmental contact is required.

Enter additional organization information.

Project Information

Program:	Broadband Infrastructure Programs
Funding Opportunity:	BIP
Funding Cycle:	Winter 2010

Organization Information

DUNS Number *	<input style="width: 100%;" type="text"/> <input style="margin-left: 10px;" type="button" value="Lookup"/>
	* Data from CCR may take up to three (3) days to display.
CCR Lookup Status	Request complete <input style="margin-left: 10px;" type="button" value="Refresh Status"/>
DUNS	1234567890
CAGE Number	3E3H5
Legal Business Name	ALLCITY WIRELESS, LLC
Point of Contact (POC)	Philip McQuade 443-951-1392 philip@allcity-wireless.com
Alternate POC	Jane Smith 443-555-1212 jane.smith@allcity-wireless.com
Electronic Business POC	Philip McQuade 443-951-1392 philip@allcity-wireless.com
Alternate Electronic Business POC	Jane Smith 443-555-1212 jane.smith@allcity-wireless.com

CCR Customer Assistance Center

1-888-227-2423

Application Screens



- Organization Information cont.
 - Applicants are asked to provide additional organizational details and contact information for at least one Primary Environmental Contact.
- Co-Applicants
 - Use the “Add” button to provide contact and organizational information for any co-applicants or consortia.

Authorization





Submit Application - BIP (Easygrants ID: 1234)
Authorization - <Logged in User>

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Instructions

Select from the dropdown list the individual's name whom the applicant elects to be the Authorized Organizational Representative for the project.

Project Information

Program Name: Broadband Infrastructure Programs
Funding Opportunity: BIP
Funding Cycle: Winter 2010

Authorized Organizational Representative

Jane Smith, Alternate Electronic Business POC
Select

Name	Organization	E-mail Address	Status	Outcome	Result	Options
Jane Smith	ALLCITY WIRELESS, LLC	jane.smith@allcity-wireless.com	Notify	Complete	Applicant Authorized	Re-Notify




Save
Save and Continue

Application Screens



- Project Information
 - Asked to provide a project title and description, and the number of jobs that will be created or saved.
 - State whether the project is Last Mile or Middle Mile and include an Executive Summary of the project.
- Community Anchor Institutions
 - Provide the total number of Critical Community Facilities and Public Safety Entities located within the project's proposed funded service area(s).
- Project Map
 - Click on the link beneath the data entry box to access the Mapping Tool. Once a map has been created, provide the Mapping Tool reference number on this screen in the following format: XXXX-XXXX-XXXX-XXXX.

Service Area Details



Submit Application - BIP (Easygrants ID: 1234)
Critical Community Facilities - <Logged in User>

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Instructions
Enter data for both proposed funded service areas and non-funded service areas in which the Applicant offers or intends to offer any broadband service.

Project Information
Program: Broadband Non-Infrastructure Programs
Funding Opportunity: BIP
Funding Cycle: Winter 2010

Project Details Service Areas
Is this a PFSA or non-funded service area *
Name of Service Area
Total Population in Service Area *
Total Households in Service Area *
Total Businesses in-Service Area *
Total Critical Community Facilities and Public Safety Entities in the Service Area *
Please note that the information provided for the following questions should be based on the information that is confirmed through the mapping tool.
Number of Unserved Households to be served in this Service Area
Premises within the rural portion of the service area without access to 5Mb service
Total premises within the rural portion of the service area (including without access to 5 Mb service)
Total square miles within this service area
Total rural square miles within this service area
Shortest number of miles from non-rural area

Methodology for Area Status
Methodology used to determine the number of premises without access to 5 Mb service
Describe the methodology, source of data, and analytical approaches used to determine the number of premises without access to 5 MB service.

Technology Type



Technology Feasibility

Indicate the technology that will be used to deliver services (check all that apply)

- ☒ Wireline - xDSL
- ☐ Wireline - Coaxial Cable
- ☒ Wireline - Fiber-optic Cable
- ☐ Wireline - Broadband Over Power Line
- ☐ Wireline - Hybrid System
- ☐ Wireless - Terrestrial Fixed
- ☒ Wireless - Terrestrial Mobile
- ☐ Other

Other:

If Other or Hybrid system, enter text

Identify the network technology or technologies that will be used to deliver service linking the customer premises to the proposed broadband system. Check all technology types that apply for the proposed project. Applicants will also have to provide a description of network openness on this screen.

Capital Project Budget



Capital Project Budget						
	Loan Request	Grant Request	Equity	Non-RUS Debt	Bond	Other
Network and Access Equipment	\$ 200					
Outside Plant	100					
Buildings and Land						
Customer Premise Equipment						
Billing and Operational System Support						
Operating Equipment						
Professional Services						
Testing						
Site Preparation						
Other						
TOTAL	\$ 300	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL CAPITAL PROJECT BUDGET	\$ <CALC TOTAL>					
TOTAL REQUESTED AWARD	\$300					
GRANT PERCENTAGE OF TOTAL AWARD	\$ <CALC TOTAL>					

Complete the Capital Project Budget table with information on the proposed project's capital budget and the proposed sources of funding for each applicable line item in the table.

Self Scoring Sheet

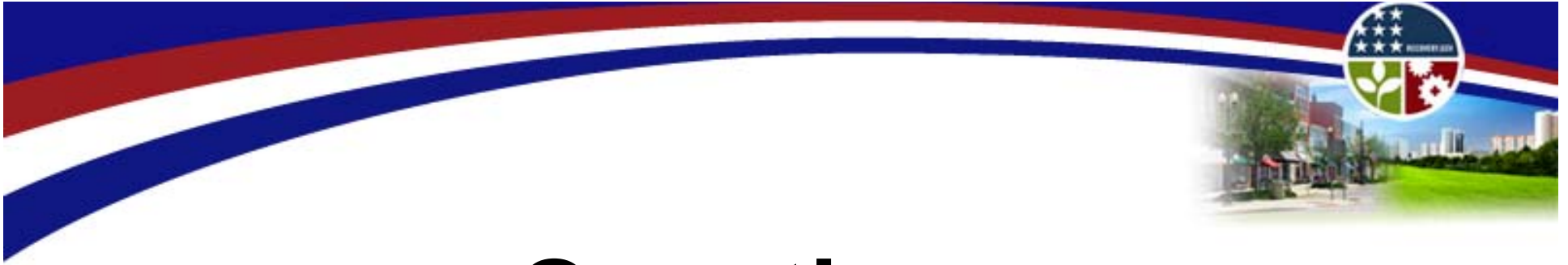


- Applicants are strongly encouraged to use the self-scoring sheet to review their application to ensure that the application has sufficiently addressed major items and receives the highest possible score.
- Points will be awarded in whole numbers only (no decimals).



Uploads

- The final page requires users to upload a number of documents.
- The system will only permit files to be uploaded which are in the following formats: .doc, .docx, .pdf, .rtf, .xls, or.xlsx
- Templates will be available for some Uploads (but not all)
 - RUS strongly recommends that applicants use the templates provided.
 - Some Microsoft Excel Templates are workbooks containing multiple worksheets. Applicants should ensure that they complete all worksheets applicable to their project.
- Not all Uploads are required for each application. Applicants should review the NOFA and Application Guide in order to determine what Uploads are required for their project.
 - (example: Consolidated Pro Forma)



Questions:

Please direct all questions not answered during this presentation to the Broadband USA Help Desk:

Phone: 877-508-8364

Email: BroadbandUSA@usda.gov